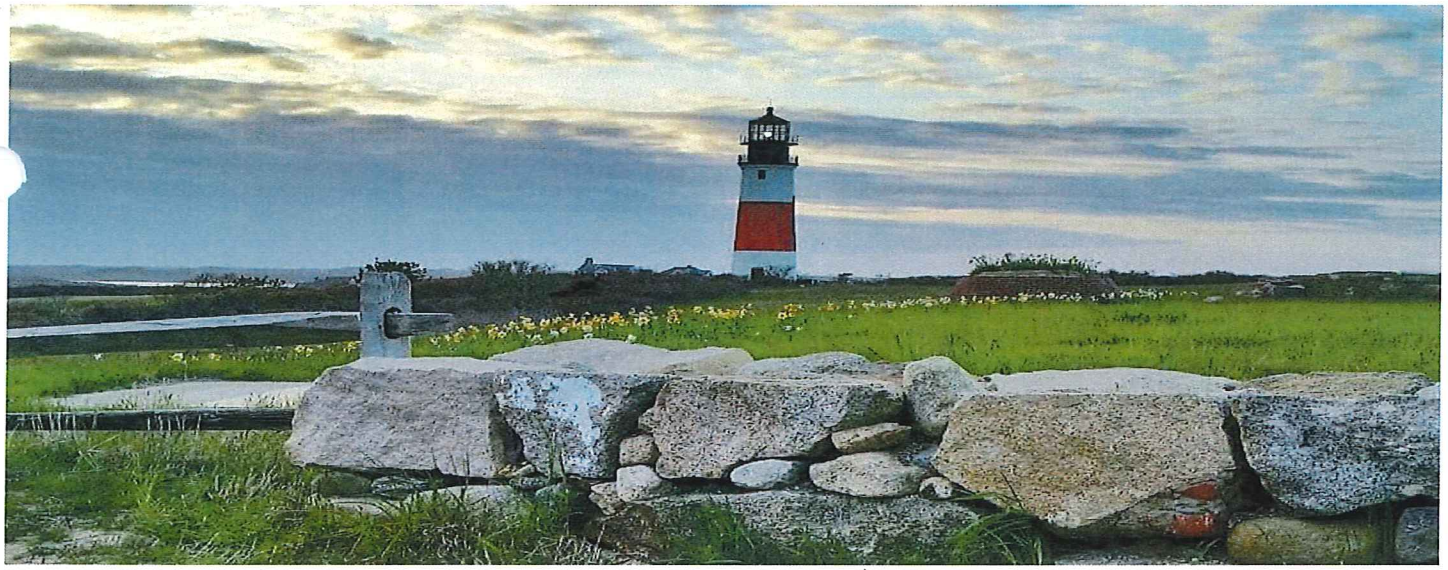

FY2016 BUDGET PROJECTION

- NANTUCKET COUNTY
  - COUNTY ADMINISTRATION
  - REGISTRY OF DEEDS
  - CORRECTIONS EXCISE

Town and County of Nantucket
16 Broad Street
Nantucket, MA 02554

NANTUCKET REGISTRY OF DEEDS
Town & County Building
16 Broad Street
Nantucket, MA 02554
phone-508-228-7250
fax- 508-325-5331
email: jen.ferreira@sec.state.ma.us
website: www.masslandrecords.com

JENNIFER H. FERREIRA
Register of Deeds

KIMBERLY A. CASSANO
Assistant Register

Date: October 28, 2014

To: Libby Gibson
Town Administrator

From: Jennifer H. Ferreira

Re: Fiscal 2016 Budget

Please find attached the Fiscal 2016 Budget. I have left the excise projection the same and decreased fee revenue slightly. The finance department prepares the personnel spreadsheet, which this year should include an increase in my salary. Expenses have stayed the same.

If you have any questions or concerns, please contact me.

NANTUCKET REGISTRY OF DEEDS
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JENNIFER H. FERREIRA
Register of Deeds

KIMBERLY A. CASSANO
Assistant Register

Date: October 28, 2014

To: Martin Anguelov, Assistant Director or Municipal Finance

From: Jennifer Ferreira, Register

Re: FY2016 Budget projections

Deeds Excise Revenue estimate is $3,000,000.
The County portion is $568,750. payable to the County Treasurer
The State portion is $2,431,250. payable to the Dept. of Revenue

The County breakdown of $568,750. is as follows:

Public Safety Facility	$250,000.
County	191,250.
Registry	127,500.

Recording Fees Revenue estimate is $700,000.00.
The County portion is $171,500
The State portion is $528,500.

The State breakdown of $528,500. is as follows:

Fees	$359,380. [1]
Surcharges	132,125. [2]
Tech Fee	36,995. [3]

[1] The recording fees were increased in March 2003. All the additional fees are submitted to the State. [2] These surcharges are part of the Community Preservation Act. [3] The technology fee is available for technological purposes which are approved by the Secretary of State.

NANTUCKET REGISTRY OF DEEDS
FISCAL 2016 BUDGET PROJECTIONS

Deeds Excise

0.03146	51200	Salary	$	-
	52705	Rent Storage	$	10,000.00
	57999	Special Projects	$	8,000.00
	58501	Maintenance of hardware/software	$	20,000.00
		Total Budget	**$**	**38,000.00**

NANTUCKET REGISTRY OF DEEDS
FISCAL 2016 BUDGET PROJECTIONS

0.01146	51100	Salary			
	51700	Longevity			
	51702	Work Comp	$		
	51960	Compensation		$3,300	FY15 figure
	51961	Medicare P		$3,400	FY15 figure
		subtotal payroll	**$**	**6,700.00**	
	53100	Professional	$	200.00	
	53103	Advertising	$	100.00	
	53184	Microfilming	$	4,000.00	
	53186	Book Restoration	$	-	
	53401	Telephone	$	600.00	
	53402	Postage	$	500.00	
	54201	Office Supplies	$	5,000.00	
	55101	Books & Subscriptns	$	400.00	
	57101	In State Travel	$	1,000.00	
	57103	Seminars/Conferences	$	-	
	57301	Dues Professional	$	100.00	
	57405	Employee Bonds	$	500.00	
	58501	Add. Equip/New Equip	$	-	
	58502	Equip. Repairs & Maint	$	600.00	
	57402	Health Ins			
	57404	Liability	$	12,800.00	FY15 figure
	52710	Rent	$	16,200.00	
		subtotal expenses	**$**	**42,000.00**	
		Total Budget	**$**	**48,700.00**	

FY 16 Nantucket County Budget

Presentation to the County Commissioners
February 4, 2015

County Agencies

- County Administration
- Registry of Deeds
  - Administration
  - Deeds Excise

County Revenue Sources

- Town Assessment
- Deeds Excise Revenue
- Recording Fees
- Corrections Deeds Excise (Public Safety Facility)
- Registry of Deeds Excise Fund Balance

FY 2016 Projected Revenue

- Town Assessment: *$170,201*
- Deeds Excise Receipts: *$318,750*
  - County Admin: *$191,250*
  - Registry of Deeds: *$127,500*
- Recording Fees: *$171,500*
- Corrections Deeds Excise: *$250,000*
- Registry of Deeds Excise Fund Balance: *$71,017*

- TOTAL PROJECTED REVENUE: *$981,468*

County Funding Requirement (also known as "maintenance of effort")

- By law, the County must provide a certain amount of NON-deeds excise revenue to the Registry
- The amount increases by 2½% per year
- FY 16 county funding requirement:
  - Registry: *$298,402*

FY 16 Projected Expenses

- County Administration -- *$234,549*
  - No employees
  - Main expenses are legal and professional services
- Registry of Deeds -- *$496,919*
  - 3 full-time employees
  - Administrative expenses
  - Deeds Excise/special projects
- Public Safety Facility Debt Service -- *$250,000*

- TOTAL PROJECTED EXPENSES: *$981,468*

Comparison with FY 15 Budget

FY 2016

- *County Admin*
  - ***$234,549***
- *Registry of Deeds*
  - *Payroll = $346,436*
  - *Operating Expenses = $42,000*
  - ***Total = $388,536***
  - *Deeds Excise Payroll = $0*
  - *Deeds Excise Expenses = $108,384*
  - ***Deeds Excise Total = $108,384***

TOTAL REGISTRY OF DEEDS BUDGET = $496,919

- *Public Safety Facility Debt Service*
  - *250,000*
- ***TOTAL COUNTY BUDGET = $981,468***

FY 2015

- *County Admin*
  - ***$243,296***
- *Registry of Deeds*
  - *Payroll = $349,302*
  - *Operating Expenses = $42,000*
  - ***Total = $391,302***
  - *Deeds Excise Payroll = $5,000*
  - *Deeds Excise Expenses = $119,897*
  - ***Deeds Excise Total = $124,897***

TOTAL REGISTRY OF DEEDS BUDGET = $ 516,199

- *Public Safety Facility Debt Service*
  - *250,000*
- ***TOTAL COUNTY BUDGET = $1,009,495***

Next Steps

- County Commissioners adopt the budget at meeting of January 28, 2015
- Nantucket County Review Committee (Finance Committee) reviews and/or adopts the budget at meeting of January 29, 2015

FY 2016
PROPOSED
NANTUCKET COUNTY BUDGET
(FUNDING SOURCES)
AS OF 01/21/2015

Department	*Town Assessment*	*Estimated Revenues (Copy Fees)*	*Corrections Deeds Excise*	*Registry of Deeds Deeds Excise Fund Balance*	*County Fund Balance*	*Deeds Excise FY 16*	*TOTAL*
Administration, County	$ 43,299	$ -	$ -	$ -	$ -	$ 191,250	$ 234,549
Deeds, Registry of							
Operations	$ 126,902	$ 171,500	$ -	$ -	$ -	$ 89,500	$ 387,902
Deeds Excise	$ -	$ -	$ -	$ 71,017	$ -	$ 38,000	$ 109,017
Public Safety Facility Debt Service	$ -	$ -	$ 250,000	$ -	$ -	$ -	$ 250,000
	$ -	$ -	$ -	$ -		$ -	$ -
TOTAL	$ 170,201	$ 171,500	$ 250,000	$ 71,017	$ -	$ 318,750	$ 981,468

EXPLANATORY NOTES

Deeds Excise Breakdown	*Amount*	*Percent*
Anticipated Deeds Excise	$ 3,000,000	100%
State Department of Revenue	$ 2,431,250	81.042%
Corrections Deeds Excise	$ 250,000	8.333%
County Administration	$ 191,250	6.375%
Registry of Deeds	$ 127,500	4.250%
County Funding Requirement		
Corrections Maintenance of Effort*	$ -	
Registry**	$ 298,402	

As per Bill Meehan at the State, Corrections MOE no longer required.□

****2.5% increase over FY 15 Amount $291,124; Recording fees of $171,500; $126,902 from Town Assessment***

FY2016 COUNTY BUDGET
As of 01/21/2015
Approved by County Commissioners on (TBD)
Nantucket County Review Committee on (TBD)
Final as of (TBD)

Department	*FY16 Payroll*	*FY16 Expenses*	*FY16 Total Budget*
County Administration			
Operations & Administration	$ -	$ 234,549	$ 234,549
Subtotal for County Administration	$ -	$ 234,549	$ 234,549
Deeds, Registry of			
Operations & Administration	$ 346,536	$ 42,000	$ 388,536
Deeds Excise	$ -	$ 108,384	$ 108,384
Subtotal for Registry	$ 346,536	$ 150,384	$ 496,919
Public Safety Facility Debt Service (Year 6)	$ -	$ 250,000	$ 250,000
Total Salaries & Expense	$ 346,536	$ 634,933	$ 981,468

Revenue Sources	*Amount*
Town Assessment	$ 170,201
Anticipated Deeds Excise*	$ 318,750
Estimated Fees	$ 171,500
Registry of Deeds / Deeds Excise Fund Balance	$ 71,017
Public Safety Facility Debt Service	$ 250,000
County General Fund Balance	$ -
Total Revenue Sources	$ 981,468

State (Department of Revenue) (81.042%)	$ 2,431,250
Corrections Deeds Excise (8.333%)	$ 250,000
Registry (4.25%)	$ 127,500
County Administration (6.375%)	$ 191,250
Total Deeds Excise	$ 3,000,000

NANTUCKET COUNTY
HISTORICAL BUDGET COMPARISON
DEEDS EXCISE FUND
FY 2012 - 2016

COUNTY GENERAL FUND			2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
01122 COUNTY ADMINISTRATION										
01122	44206	MOTOR VEHICLE SALES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	47000	TRIAL COURT RENT	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	47001	RENTAL INCOME	$ (16,200)	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	47201	ASSESSMENT TO TOWN	$ (162,000)	$ (166,050)	$ (54,928)	$ (54,928)	$ (52,046)	$ (43,299)	$ (8,747)	-16.8%
01122	48400	MISC INCOME	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	51701	MED INS EMPLOYERS PORTION	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	51960	COMPENSATION/UNEMPLOYMENT	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	53100	PROFESSIONAL SERVICES	$ 7,538	$ 7,538	$ 13,828	$ 7,689	$ 12,796	$ 12,796	$ -	0.0%
01122	53102	LEGAL	$ 29,948	$ 5,075	$ 130,000	$ 298	$ 160,000	$ 151,253	$ (8,747)	-5.5%
01122	53103	ADVERTISING	$ -	$ -	$ 500	$ -	$ 500	$ 500	$ -	0.0%
01122	53104	PROF SERVICES: MAINT OF EFF	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	53187	SURVEYING	$ -	$ -	$ 50,000	$ -	$ 50,000	$ 50,000	$ -	0.0%
01122	53402	POSTAGE	$ (2,071)	$ -	$ 2,000	$ -	$ 2,000	$ 2,000	$ -	0.0%
01122	54201	OFFICE SUPPLIES	$ 830	$ -	$ 900	$ -	$ 900	$ 900	$ -	0.0%
01122	57051	FILLING FEES EXP	$ -	$ 75	$ 15,000	$ -	$ 15,700	$ 15,700	$ -	0.0%
01122	57101	IN STATE TRAVEL	$ -	$ -	$ 475	$ -	$ 500	$ 500	$ -	0.0%
01122	57301	DUES PROF ASSOCIATIONS	$ 468	$ 468	$ 900	$ 500	$ 900	$ 900	$ -	0.0%
01122	57402	EMPLOYEE HEALTH INS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57404	INS PREM: BLANKET INS BLD	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57407	LAND DAMAGES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57501	UNEMPLOYMENT INSURANCE	$ -	$ 626	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57503	RETIREMENT	$ -	$ 14,316	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57506	DET MA HLTH INS CONTRIBUTION	$ -	$ -	$ 700	$ -	$ -	$ -	$ -	0.0%
01122	57600	JUDGEMENTS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01122	57601	COUNTY CORRECTIONS MOE	$ 799	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
		TOTAL COUNTY ADMINISTRATION	$ (140,688)	$ (137,952)	$ 159,375	$ (46,441)	$ 191,250	$ 191,250	$ (17,494)	0.0%
01125 COUNTY GRANTS										
01125	56998	GRANT TO TON - CENT DISPATCH	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01125	56999	GRANT TO TON JPS FACILITY	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	0.0%
		TOTAL COUNTY GRANTS	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	0.0%

COUNTY GENERAL FUND			2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
01146 REGISTRY OF DEEDS										
01146	43203	FILING FEES REG DEEDS	$ (195,230)	$ (196,472)	$ (168,750)	$ (190,975)	$ (191,250)	$ (191,250)	$ -	0.0%
01146	47201	ASSESSMENT TO TOWN	$ -	$ -	$ (115,773)	$ (115,273)	$ (118,155)	$ (126,902)	$ 8,747	7.4%
01146	48201	INTEREST INCOME	$ -	$ -	$ -	$ (6,681)	$ -	$ -	$ -	0.0%
01146	48400	MISC INCOME	$ (1,654)	$ -	$ -		$ -	$ -	$ -	0.0%
01146	51100	SALARY, PERMANENT	$ 215,047	$ 224,698	$ 233,400	$ 224,859	$ 237,100	$ 236,700	$ (400)	-0.2%
01146	51200	SALARY, SEASONAL;	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	51700	LONGEVITY	$ 2,378	$ 2,447	$ 4,453	$ 3,461	$ 4,548	$ 1,832	$ (2,716)	-59.7%
01146	51701	MED INS EMPLOYERS PORTION	$ 46,295	$ 44,737	$ 47,425	$ 49,046	$ 53,116	$ 54,932	$ 1,816	3.4%
01146	51702	WORKERS' COMP INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	51770	RETIREMENT	$ 41,544	$ 40,348	$ 44,675	$ 44,672	$ 47,838	$ 46,272	$ (1,566)	-3.3%
01146	51960	COMPENSATION/UNEMPLOYMENT	$ 2,024	$ 3,446	$ 3,300	$ 2,836	$ 3,300	$ 3,300	$ -	0.0%
01146	51961	MEDICARE PAYROLL TAX	$ 3,153	$ 3,294	$ 3,400	$ 3,311	$ 3,400	$ 3,500	$ 100	2.9%
01146	52705	RENT - STORAGE SPACE	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	52710	RENT - OFFICE	$ 16,200	$ 16,200	$ 16,200	$ 16,200	$ 16,200	$ 16,200	$ -	0.0%
01146	53100	PROFESSIONAL SERVICES	$ -	$ -	$ 200	$ -	$ 200	$ 200	$ -	0.0%
01146	53103	ADVERTISING	$ -	$ -	$ 100	$ 288	$ 100	$ 100	$ -	0.0%
01146	53184	MICROFILMING	$ 3,190	$ 3,965	$ 3,200	$ 1,260	$ 4,000	$ 4,000	$ -	0.0%
01146	53186	BOOK RESTORATION	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	53401	TELEPHONE	$ 517	$ 608	$ 500	$ 585	$ 600	$ 600	$ -	0.0%
01146	53402	POSTAGE	$ 500	$ 500	$ 500	$ -	$ 500	$ 500	$ -	0.0%
01146	54201	OFFICE SUPPLIES	$ 3,009	$ 5,066	$ 4,500	$ 2,934	$ 5,000	$ 5,000	$ -	0.0%
01146	55101	BOOKS AND SUBSCRIPTIONS	$ 482	$ 252	$ 400	$ 528	$ 400	$ 400	$ -	0.0%
01146	57101	IN STATE TRAVEL	$ -	$ 209	$ 1,000	$ 494	$ 1,000	$ 1,000	$ -	0.0%
01146	57103	SEMINARS/CONFERENCES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	57301	DUES PROF ASSOCIATIONS	$ 85	$ 85	$ 100	$ 85	$ 100	$ 100	$ -	0.0%
01146	57402	EMPLOYEE HEALTH INS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	57404	INS PREM: BLANKET INS BLD	$ 12,808	$ 12,329	$ 12,800	$ 13,828	$ 12,800	$ 12,800	$ -	0.0%
01146	57405	EMPLOYEE BONDS	$ 350	$ 300	$ 500	$ 300	$ 500	$ 500	$ -	0.0%
01146	57501	UNEMPLOYMENT INS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	57801	MISCELLANEOUS EXPENSES	$ -	$ -	$ -	$ 4,645	$ -	$ -	$ -	0.0%
01146	58501	ADD EQUIP: NEW EQUIP	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
01146	58502	EQUIPMENT REPAIRS & MAINT	$ 351	$ 376	$ 600	$ 461	$ 600	$ 600	$ -	0.0%
TOTAL REGISTRY OF DEEDS			$ 151,049	$ 162,389	$ 92,730	$ 56,863	$ 81,897	$ 70,384	$ 5,981	-14.1%

COUNTY GENERAL FUND			2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
01999 TRANSFER & OTHER USE OF FUNDS										
01999	49721	TRANS IN EXCISE FUND CTY ADM	$ (140,250)	$ (28,099)	$ (159,375)	$ -	$ (191,250)	$ (191,250)	$ -	0.0%
01999	49722	TRANS IN EXCISE FUND REG OF DEEDS	$ (83,952)	$ (28,180)	$ (93,230)	$ -	$ (81,897)	$ (70,384)	$ (11,513)	-14.1%
01999	49723	TRANS IN CORRECTIONS DEEDS	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ -	0.0%
TOTAL TRANS & OTHER USE OF FUNDS			$ (474,202)	$ (306,279)	$ (502,605)	$ (250,000)	$ (523,147)	$ (511,634)	$ (11,513)	-2.2%
TOTAL COUNTRY GENERAL FUND			$ (455,762)	$ (42,528)	$ (500)	$ 10,422	$ -	$ -	$ (23,027)	0.0%
COUNTY ADMINISTRATION										
TOTAL REVENUES			$ (318,450)	$ (194,149)	$ (214,303)	$ (54,928)	$ (243,296)	$ (234,549)	$ (8,747)	-3.6%
TOTAL FUND BALANCE			$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
TOTAL SALARIES			$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
TOTAL EXPENSES			$ 36,713	$ 28,098	$ 214,303	$ 8,487	$ 243,296	$ 234,549	$ (8,747)	-3.6%
SUBTOTAL			$ (281,737)	$ (166,051)	$ -	$ (46,441)	$ -	$ -	$ (17,494)	0.0%
REGISTRY OF DEEDS										
TOTAL REVENUES			$ (279,182)	$ (224,652)	$ (377,753)	$ (312,929)	$ (391,302)	$ (388,536)	$ -	-0.7%
TOTAL SALARIES			$ 310,441	$ 318,971	$ 336,653	$ 328,184	$ 349,302	$ 346,536	$ (2,766)	-0.8%
TOTAL EXPENSES			$ 37,492	$ 39,890	$ 40,600	$ 41,608	$ 42,000	$ 42,000	$ -	0.0%
SUBTOTAL			$ 68,750	$ 134,209	$ (500)	$ 56,863	$ -	$ -	$ (2,766)	0.0%
OTHER										
REVENUE (TREASURER / TRANS)			$ (241,920)	$ (10,685)	$ -	$ -	$ -	$ -	$ -	0.0%
EXPENSE (GRANTS)			$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	0.0%
TRANSFERS IN EXCISE FUNDS			$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (11,513)	0.0%
SUBTOTAL			$ (241,920)	$ (10,685)	$ -	$ -	$ -	$ -	$ (11,513)	0.0%
TOTAL COUNTRY GENERAL FUND			$ (454,907)	$ (42,528)	$ (500)	$ 10,422	$ -	$ -	$ (31,774)	0.0%

NANTUCKET COUNTY
HISTORICAL BUDGET COMPARISON
DEEDS EXCISE FUND
FY 2012 - 2016

DEEDS EXCISE FUND			2012 ACTUAL	2013 BUDGET	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
03122 COUNTY COMM EXCISE											
03122	43204	CNTY ADMIN - EXCISE TAX	$ (171,920)	$ (140,250)	$ (212,935)	$ (159,375)	$ (258,069)	$ (191,250)	$ (191,250)	$ -	0.0%
03122	48201	INTEREST - DEEDS EXCISE	$ (96)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
TOTAL COUNTY COMM EXCISE			$ (172,016)	$ (140,250)	$ (212,935)	$ (159,375)	$ (258,069)	$ (191,250)	$ (191,250)	$ -	0.0%

DEEDS EXCISE FUND			2012 ACTUAL	2013 BUDGET	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
03146 REGISTRY OF DEEDS - DEEDS EXCISE											
03146	43204	REGISTRY - EXCISE TAX SPL	$ (114,614)	$ (93,500)	$ (141,957)	$ (106,250)	$ (172,046)	$ (127,500)	$ (127,500)	$ -	0.0%
03146	48201	INTEREST - DEEDS EXCISE	$ (1,868)	$ -	$ (1,706)	$ -	$ (1,732)	$ -	$ -	$ -	0.0%
03146	51200	SALARY, SEASONAL	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ (5,000)	-100.0%
03146	52705	RENT - STORAGE SPACE	$ 9,516	$ 10,000	$ 9,003	$ 10,000	$ 16,111	$ 10,000	$ 10,000	$ -	0.0%
03146	57999	SPECIAL PROJECTS	$ -	$ 10,000	$ -	$ 8,000	$ -	$ 8,000	$ 8,000	$ -	0.0%
03146	57803	BANK SERVICE CHARGES	$ 38	$ -	$ -	$ -	$ -	$ -		$ -	0.0%
03146	58501	ADD EQUIP: NEW EQUIP	$ 2,503	$ 10,000	$ 2,015	$ 20,000	$ 12,345	$ 20,000	$ 20,000	$ -	0.0%
03146	59999	PRIOR YR ENCUMBRANCE		$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
TOTAL REG OF DEEDS - DEEDS EXCISE			$ (104,425)	$ (63,500)	$ (132,645)	$ (68,250)	$ (145,322)	$ (84,500)	$ (89,500)	$ (5,000)	5.9%

DEEDS EXCISE FUND			2012 ACTUAL	2013 BUDGET	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET	2016 BUDGET	2016 INCREASE / (DECREASE) $	2016 INCREASE / (DECREASE) %
03210	43204	CORRECTIONS - EXCISE TAX SPL	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ -	0.0%
		TOTAL REG OF DEEDS - DEEDS EXCISE	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ -	0.0%
03999		TRANSFER & OTHER USE OF FUNDS									
03999	59611	TRANS TO GENERAL FUND COUNTY ADN	$ 140,250	$ 140,250	$ 28,099	$ 159,375	$ -	$ 191,250	$ 191,250	$ -	0.0%
03999	59612	TRANS TO GENERAL FUND RODEEDS	$ 83,952	$ 41,169	$ 28,180	$ 93,230	$ -	$ 81,897	$ 70,384	$ (11,513)	-14.1%
03999	59615	TRANS TO GENERAL FUND GRANT	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	0.0%
		TOTAL TRANS & OTHER USE OF FUNDS	$ 474,202	$ 431,419	$ 306,279	$ 502,605	$ 250,000	$ 523,147	$ 511,634	$ (11,513)	-2.2%
		TOTAL DEEDS EXCISE	$ (52,239)	$ (22,331)	$ (289,302)	$ 24,980	$ (403,391)	$ (2,603)	$ (19,116)	$ (16,513)	634.4%
		COUNTY ADMINISTRATION									
		TOTAL REVENUES	$ (171,920)	$ (140,250)	$ (212,935)	$ (159,375)	$ (258,069)	$ (191,250)	$ (191,250)	$ -	0.0%
		TOTAL SALARIES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
		TOTAL EXPENSES	$ 140,250	$ 140,250	$ 28,099	$ 159,375	$ -	$ 191,250	$ 191,250	$ -	0.0%
		SUBTOTAL	$ (31,670)	$ -	$ (184,836)	$ -	$ -	$ -	$ -	$ -	0.0%
		REGISTRY OF DEEDS									
		TOTAL REVENUES	$ (116,481)	$ (93,500)	$ (143,663)	$ (106,250)	$ (173,778)	$ (127,500)	$ (127,500)	$ -	0.0%
		TOTAL FUND BALANCE	$ -	$ 22,331	$ 22,331	$ (24,980)	$ (24,980)	$ 2,603	$ 19,116	$ 16,513	634.4%
		TOTAL SALARIES	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ (5,000)	-100.0%
		TOTAL EXPENSES	$ 95,971	$ 71,169	$ 39,198	$ 131,230	$ 28,456	$ 119,897	$ 108,384	$ (11,513)	-9.6%
		SUBTOTAL	$ (20,511)	$ -	$ (82,134)	$ -	$ (170,302)	$ -	$ -	$ -	0.0%
		OTHER									
		REVENUE (TREASURER / TRANS)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ -	0.0%
		EXPENSE (GRANTS)	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	0.0%
		TRANSFERS OUT EXCISE FUNDS	$ -	$ -	$ -	$ -		$ -	$ -	$ -	0.0%
		SUBTOTAL		$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
		TOTAL DEEDS EXCISE	$ (52,181)	$ -	$ (266,971)	$ -	$ (170,302)	$ -	$ -	$ -	0.0%

*Assumes flat rate health care

FY 2016 Personnel Spreadsheet

Registry of Deeds

ORG: 01146

Number of Positions in Department

Full-time	3
Part-time	0
Seasonal / Float	0
Temporary	0
Vacancies	1
New Positions Requested	0
TOTAL OF ALL POSITIONS	4

Name, Position		Average Hours Worked	Job Code	Class & Step as of 6/30/15 (e.g., B -Step 3)	Yearly Salary as of 6/30/15*	53 Week Adjustment	FY16 Step Increase Date	Prorated FY 2016 Salary	Longevity Pay	Education Pay	Certification Pay	Holiday Pay	Other	Total by Employee
FERREIRA, J.	REGISTRAR	40.00	REG 1	County Commissioners	94,300	94,554	07/01/15	96,700	0	0	0	0	0	96,700
CASSANO, K.	ASST REGISTRAR	35.00	REG 2	SB 8	90,119	90,362	11/20/15	91,600	1,832	0	0	0	0	93,432
FURTADO, A.	ADMIN ASST	35.00	REG 3	S1-2	48,287	48,417	06/24/16	48,400	0	0	0	0	0	48,400
Vacant	ADMIN ASST	35.00	REG 3	S1-1			01/00/00	0	0	0	0	0	0	0
Seasonal	Intern							0						0

Total Prorated Salary (enter on **Munis 51100**)	236,700
Total Seasonal Salary **(enter on Munis 51xxx)**	0
Total Longevity (enter on **Munis 51700**)	1,832
Total Education (enter on **Munis 516xx**)	0
Total Certification Pay (enter on **Munis 51551**)	0
Total Holiday Pay (enter on **Munis 518xx**)	0
Total Other Pay (enter on Munis line where appropriate)	0
Shift Differential (enter on **Munis 513xx**)	0
Overtime (enter on **Munis 514xx**)	0
Salary Subtotal	238,532
Medicare (enter on **Munis 51961**)	3,500
Total Personnel Services	**242,032**